

STATE OF COLORADO

OFFICE OF HUMAN RESOURCES

Department of Revenue
1375 Sherman Street Room 132
Denver Colorado 80261



DEPARTMENT OF REVENUE CHIEF AUDITOR JOB OPPORTUNITY

Bill Owens
Governor

M. Michael Cooke
Executive Director

The Colorado Department of Revenue is seeking an experienced manager to direct and coordinate our tax audit program. This position is part of our Tax Audit and Compliance Division's Field Audit Section. The salary range for this Management position is \$5,461.00 – \$8,357.00 a month. The position is located in our southeast Denver office.

This **Chief Auditor** position is responsible for developing and managing tax audit programs to ensure compliance with and payment of all taxes for which the Tax Auditing and Compliance Division is responsible. This involves allocating the Department's Field Audit resources in a fashion that provides maximum return in terms of increased taxpayer compliance and revenue generation. Specific duties include supervising the work of ten Revenue Agent IV positions (Group Leaders); establishing program guidelines and standards; recommending staffing to meet established goals; developing goals and objectives; interpreting and applying tax statutes in specific situations, often without the benefit of prior review and research; negotiating agreements regarding filing requirements with taxpayers through CPA's and attorneys; approving written Field Audit section positions on the interpretation of tax statutes as applied to specific factual situations; approving proposed audit refunds in excess of \$50,000; approving the transmittal of proposed audit assessments in excess of \$100,000 to the Conferee's office; recommending travel budget amounts; making recommendations on taxpayer settlement offers; making speeches to industry groups; assisting in formulating policies that govern taxation for the state; and participating in national taxation associations.

Qualifications for this position include:

- At a minimum, a BS/BA degree
- Six years of professional experience in tax auditing, public accounting as a CPA, or professional accounting in a large organization which required working knowledge of tax statutes. The experience must have included at least two years of experience supervising a professional staff or administrative experience supervising a tax auditing program area and two years of professional public or business administration experience which included establishing goals and objectives and developing and managing a budget to achieve program goals and objectives.
- Must work effectively in a challenging environment, require limited direction and supervision, and demonstrate strong initiative and "take charge" skills.
- Well developed motivational and interpersonal skills.
- Excellent written and oral communication skills a must.
- Colorado residency is required.

The State of Colorado offers a great retirement program, Life, Medical, Dental, 401K, 457, Vacation, Holiday, and Sick leave; and Performance Based Compensation.

TO APPLY: You can view the official announcement on the state web site.

The address is: [http://www.gssa.state.co.us/announce/Job+Announcements.nsf/\\$about?OpenAbout](http://www.gssa.state.co.us/announce/Job+Announcements.nsf/$about?OpenAbout)
OR call the DOR Office of Human Resources at 303-866-3721. Application materials will be accepted until close of business on June 21, 2004.